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**ANDAMAN AND NICOBAR ADMINISTRATION**  
परिवहन निदेशालय  
**DIRECTORATE OF TRANSPORT**

**NOTIFICATION**

Port Blair, dated the 27<sup>th</sup> April, 2015.

No. 67/2015/F.No.20-1/Estt./2013/4155.— In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, read with the Government of India, Ministry of Home Affairs, New Delhi, Notification No. 14/3/60-ANL dated 11<sup>th</sup> April, 1960, and in supersession of Notification No. 110/F.No.42-35/76-TR dated 31<sup>st</sup> May, 1977, the Lieutenant Governor (Administrator), Andaman and Nicobar Islands hereby makes the following Rules regulating the method of recruitment to the Group 'C', Non-Gazetted/Non-Ministerial post of **BODY BUILDER, PLATER AND CARPENTER** borne in the establishment of the Directorate of Transport, Andaman and Administration, namely:-

**1. Short title and commencement :-**

- These Rules may be called the Andaman and Nicobar Administration (**Body Builder, Plater and Carpenter** in the Directorate of Transport) Recruitment Rules, 2013.
- They shall come into force on the date of their publication in the Official Gazette.

**2. No. of posts, classification and scale of pay :-**

The number of posts, their classification and Pay Band and Grade Pay/Scale of Pay attached thereto shall be as specified in paras 2 to 4 of the Schedule I, II and III annexed hereto.

**3. Method of recruitment, age limit and qualifications :-**

The method of recruitment, age limit, qualifications and other matters relating to the said posts shall be as specified in paras 5 to 14 of the said Schedule.

**4. Disqualifications :-** No person,

- Who has entered into or contracted a marriage with a person having a spouse living; or
- Who, having spouse living, has entered into or contracted a marriage with any person(s), shall be eligible for appointment to the said post:

Provided that, the Lt. Governor (Administrator), Andaman and Nicobar Islands may, if satisfied, that such marriage is permissible under the personal law applicable such persons and other party to the marriage and there are other grounds for so doing, exempt any person from the operation this rule.

**5. Power to relax :-**

Where the Lt. Governor (Administrator), Andaman and Nicobar Islands is of the opinion that it is necessary or expedient to do so, he may, by order and for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of person.

**6. Savings :-**

Nothing in these rules shall affect reservation, relaxation of age limit and other concessions required to be provided for candidates belonging to the Scheduled Castes, Scheduled Tribes and other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

By order and in the name of the Lt. Governor,  
Andaman and Nicobar Islands.

Sd./-

**Secretary-cum-Director of transport**

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**SCHEDULE - I****RECRUITMENT RULES FOR THE POST OF BODY BUILDER IN THE  
MINISTRY/DEPARTMENT OF MOTOR TRANSPORT**

1.	<b>Name of Post</b>	<b>Body Builder</b>
2.	No. of post	08 (Eight)* 2015 *Subject to variation dependent on workload
3.	Classification	General Central Services Group 'C', Non-Gazetted, Non-Ministerial
4.	Pay Band and Grade Pay / Scale of Pay	PB-1 Rs. 5200-20200 + Grade Pay Rs. 1900
5.	Whether Selection or Non-Selection Post ?	Selection
6.	Age limit for direct recruitment	Male : 18 – 33 Years Female : 18 – 38 Years (Relaxable for Govt. Servants upto 5 years in accordance with the instructions / orders issued by Central Govt. from time to time) <b>Note</b> : The crucial date for determining the age limit shall be the closing date for receipt of names from Employment Exchange, Andaman and Nicobar Islands / application from candidates
7.	Educational and other qualifications required for direct recruitment	<b>Essential</b> : (i) Pass in Secondary School Examination (10 <sup>th</sup> Std.) from a recognized Board/Institution (ii) Should possess Trade Certificate from a recognized Institute <b>Desirable</b> : Should have experience in Bus Body Fabrication in an Automobile Workshop of repute
8.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of promotees ?	Age : No Educational Qualification : No
9.	Period of probation, if any	Two years for direct recruits
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation / transfer and percentage of vacancies to be filled by various methods	100% by promotion failing which by direct recruitment
11.	In case of recruitment by promotion/deputation/transfer, grade from which promotion/deputation/transfer to be made	<b>Promotion</b> : 50% from amongst the Mazdoor working in the department in the pay in PB-1 with GP Rs. 1800 with 03 years regular service in the grade and subject to qualifying the trade test 50% from amongst the Cleaner working in the department in the pay in PB-1 with GP Rs. 1800 with 03 years regular service in the grade and subject to qualifying the trade test

12.	If a DPC exists, what is its composition ?	<b>Group 'C' DPC (for considering cases for Promotion/ Confirmation) consisting of :</b>
		1. Director of Transport - Chairman 2. Mechanical Engineer, Directorate of Transport - Member 3. Assistant Engineer (Mech.), Workshop Div., APWD - Member 4. Assistant Director (Admn.), Directorate of Transport - Member
13.	Circumstances in which UPSC is to be consulted in making recruitment.	NA

**Annexure to Schedule - I****Duties and Responsibilities of Body Builder**

1. To carryout all types of plating, body building works, carpentry, welding and any other works related to body repair and maintenance works in the light as well as heavy Motor Vehicles under the Motor Transport Department in Andaman and Nicobar Administration.
2. To assist the Assistant Chargeman in carryingout the responsibilities of a workshop under the Motor Transport Department.
3. To perform all skilled as well as unskilled nature of works related to the workshop.
4. To carryout all body repair works in the Motor Vehicles of the Transport Department.
5. Body Builder shall be responsible for maintenance and upkeep of tools and plants used in Body renovation Section.
6. Body Builder shall extract works from the unskilled workers.
7. Body Builder shall maintain records pertaining to repair, maintenance, spare parts, tools etc., wherever necessary.
8. Body Builder shall undertake all other works as entrusted by his superiors.
9. Body Builder shall be responsible for the smooth running of the workshop in the absence of JE/Chargeman/Assistant Chargeman.

**SCHEDULE - II****RECRUITMENT RULES FOR THE POST OF PLATER IN THE MINISTRY/  
DEPARTMENT OF MOTOR TRANSPORT**

1.	<b>Name of Post</b>	<b>Plater</b>
2.	No. of post	05 (Five)* 2015 *Subject to variation dependent on workload
3.	Classification	General Central Services Group 'C', Non-Gazetted, Non-Ministerial
4.	Pay Band and Grade Pay / Scale of Pay	PB-1 Rs. 5200-20200 + Grade Pay Rs. 1900
5.	Whether Selection or Non-Selection Post ?	Selection
6.	Age limit for direct recruits	Male : 18 – 33 Years Female : 18 – 38 Years (Relaxable for Govt. Servants upto 5 years in accordance with the instructions / orders issued by Central Govt. from time to time) <b>Note</b> : The crucial date for determining the age limit shall be the closing date for receipt of names from Employment Exchange, Andaman and Nicobar Islands / applications from candidates
7.	Educational and other qualifications required for direct recruitment	<b>Essential</b> : (i) Pass in Secondary School Examination (10 <sup>th</sup> Std.) from a recognized Board/Institution (ii) Trade Certificate of ITI in Smithy or Fitter from a recognized Institute <b>Desirable</b> : 03 (Three) years experience in Black Smithy and Tin Smithy
8.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of promotees ?	Age : No Educational Qualification : No
9.	Period of probation, if any	Two years for direct recruits
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation / transfer and percentage of vacancies to be filled by various methods	100% by promotion failing which by direct recruitment
11.	In case of recruitment by promotion/deputation/transfer, grade from which promotion/deputation/transfer to be made	<b>Promotion</b> : 50% from amongst the Black Smith working in the department in the pay in PB-1 with GP Rs. 1800 with 03 years regular service in the grade. 50% from amongst the Tin Smith working in the department in the pay in PB-1 with GP Rs. 1800 with 03 years regular service in the grade.

12.	If a DPC exists, what is its composition ?	<b>Group 'C' DPC (for considering cases for Promotion/ Confirmation) consisting of :</b>
		1. Director of Transport - Chairman 2. Mechanical Engineer, Directorate of Transport - Member 3. Assistant Engineer (Mech.), Workshop Div., APWD - Member 4. Assistant Director (Admn.), Directorate of Transport - Member
13.	Circumstances in which UPSC is to be consulted in making recruitment.	NA
14.	Duties and responsibilities	Attached as annexure to Schedule - II

### **Annexure to Schedule - II**

#### **Duties and Responsibilities of Plater**

1. To carryout all types of plating, body building works, carpentry, welding and any other works related to body repair and maintenance work in the light as well as heavy Motor Vehicles under the Motor Transport Department in Andaman and Nicobar Administration.
2. To assist the Assistant Chargeman in carryingout the responsibilities of a workshop under the Motor Transport Department.
3. To perform all skilled as well as unskilled nature of works related to the workshop.
4. To carry out all body repair works in the Motor Vehicles of the Transport Department.
5. Plater shall be responsible for maintenance and upkeep of tools and plants used in Body Renovation Section.
6. Plater shall extract works from the unskilled workers.
7. Plater shall maintain records pertaining to repair, maintenance, spare parts, tools etc., wherever necessary.
8. Plater shall undertake all other works as entrusted by his superiors.
9. Plater shall be responsible for the smooth running of the workshop in the absence of JE/Chargeman/Assistant Chargeman.

**SCHEDULE - III****RECRUITMENT RULES FOR THE POST OF CARPENTER IN THE MINISTRY/DEPARTMENT OF MOTOR TRANSPORT**

1.	<b>Name of Post</b>	<b>Carpenter</b>
2.	No. of post	04 (Four)* 2015 *Subject to variation dependent on workload
3.	Classification	General Central Services Group 'C', Non-Gazetted, Non-Ministerial
4.	Pay Band and Grade Pay / Scale of Pay	PB-1 Rs. 5200-20200 + Grade Pay Rs. 1900
5.	Whether Selection or Non-Selection Post ?	Selection
6.	Age limit for direct recruits	Male : 18 – 33 Years Female : 18 – 38 Years (Relaxable for Govt. Servants upto 5 years in accordance with the instructions / orders issued by Central Govt. from time to time) <b>Note :</b> The crucial date for determining the age limit shall be the closing date for receipt of names from Employment Exchange, Andaman and Nicobar Islands / applications from candidates
7.	Educational and other qualifications required for direct recruitment	<b>Essential :</b> (i) Pass in Secondary School Examination (10 <sup>th</sup> Std.) from a recognized Board/Institution (ii) One-year Certificate Course in Carpentry from a recognized Institute <b>Desirable :</b> (i) ITI Trade Certificate in Carpentry from a recognized NCVT affiliated Institute (ii) Two years practical experience in bus body fabrication in any reputed workshop
8.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of promotees ?	Age : No Educational Qualification : No
9.	Period of probation, if any	Two years for direct recruits
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation / transfer and percentage of vacancies to be filled by various methods	100% by promotion failing which by direct recruitment
11.	In case of recruitment by promotion/deputation/transfer grade from which promotion/deputation/transfer to be made	<b>Promotion :</b> From amongst the Mazdoors working in the department in the pay in PB-1 with GP Rs. 1800 with 03 years regular service in the grade and subject to qualifying the trade test.

12.	If a DPC exists, what is its composition ?	<b>Group 'C' DPC (for considering cases for Promotion/ Confirmation) consisting of :</b>
		1. Director of Transport - Chairman 2. Mechanical Engineer, Directorate of Transport - Member 3. Assistant Engineer (Mech.), Workshop Div., APWD - Member 4. Assistant Director (Admn.), Directorate of Transport - Member
13.	Circumstances in which UPSC is to be consulted in making recruitment.	NA
14.	Duties and responsibilities	Attached as annexure to Schedule - III

### **Annexure to Schedule - III**

#### **Duties and Responsibilities of Carpenter**

1. To carryout all types of plating, body building works, carpentry, welding and any other works related to body repair and maintenance works in the light as well as heavy Motor Vehicles under the Motor Transport Department in Andaman and Nicobar Administration.
2. To assist the Assistant Chargeman in carryingout the responsibilities of a workshop under the Motor Transport Department.
3. To perform all skilled as well as unskilled nature of works related to the workshop.
4. To carryout all body repair works in the Motor Vehicles of the Transport Department.
5. Carpenter shall be responsible for maintenance and upkeep of tools and plants used in Body Renovation Section.
6. Carpenter shall extract works from the unskilled workers.
7. Carpenter shall maintain records pertaining to repair, maintenance, spare parts, tools etc., wherever necessary.
8. Carpenter shall undertake all other works as entrusted by his superiors.
9. Carpenter shall be responsible for the smooth running of the workshop in the absence of JE/Chargeman/Assistant Chargeman.